

KITSAP COUNTY BOARD OF HEALTH ORDINANCE 2008A-01

ONSITE SEWAGE SYSTEM AND GENERAL SEWAGE SANITATION REGULATIONS

Policy #15: Minor Repairs

Effective Date: November 1, 2008, last revised 3/16/2016

Purpose: The purpose of this policy is to establish the procedures and criteria for meeting the minor repair language in Section 14.A.5. and WAC 246-272A-0200 (2). This policy is intended to address **minor repairs that do not require repair plans or permits, only**, as allowed by the regulations. Minor repairs are at the discretion of the Health Officer; as part of a minor repair the Health Officer may require follow-up monitoring, sampling, or a dye test to determine if the minor repair was sufficient to correct the sewage system failure or malfunction. All minor repairs that are performed must address the entirety of the known problem(s) for any onsite sewage system.

Policy: WAC 246-272A-0200 (2) and Section 14.A.5. allow the repair of certain types of onsite sewage system breakdowns/malfunctions without requiring the prior submittal of a repair plan or repair installation permit **provided that** a Record of Construction, which documents the nature and extent of the repair, is completed and submitted to the Health Officer within 14 days of the completion of the work. If the minor repair is made by a certified Monitoring & Maintenance Service Provider or certified Septic Tank Pumper, documentation of the minor repair may be made through the normal and accustomed reporting process (i.e., through annual reports or tank inspection report submissions via OnlineRME).

Table 1 lists the types of minor repairs that may be made without a permit, and specifies who (owner, designer, installer, monitoring & maintenance provider, etc.) is allowed to make each type of minor repair.

Minor repairs shall only be made by the resident owner of a single family residence, or a Health Officer certified onsite sewage system (OSS) contractor (e.g., installer or M&M provider) in accordance with Table 1. Licensed septic designers are authorized to perform minor repairs only during the course of diagnostic investigations into the cause(s) of system failure.

Section 1: Before starting a minor repair, persons shall:

1. See **Figure 1** to determine the eligibility of property and/or septic system for minor repair.
2. Determine if the onsite sewage system is up to date with its respective monitoring requirements (alternative vs. standard system requirements). If not, arrange to have the applicable monitoring work completed as required in Section 13 of the regulations.
3. Following the designated flow path of the sewage system, starting with the sewer pipe clean-out, inspect each component of the sewage system to: 1) determine if it is working properly; 2) identify broken or malfunctioning system components; and 3) determine whether the broken or malfunctioning component can be repaired or whether it must be replaced.
4. Using **Table 1** and Section 14.A.5., determine if the broken or malfunctioning component of the system is allowed to be repaired as a minor repair, or whether the repair plan and permit rules apply.

5. If a minor repair is allowed based on the site specific information, then repair/replace the broken or malfunctioning component according to the regulations and/or this policy.

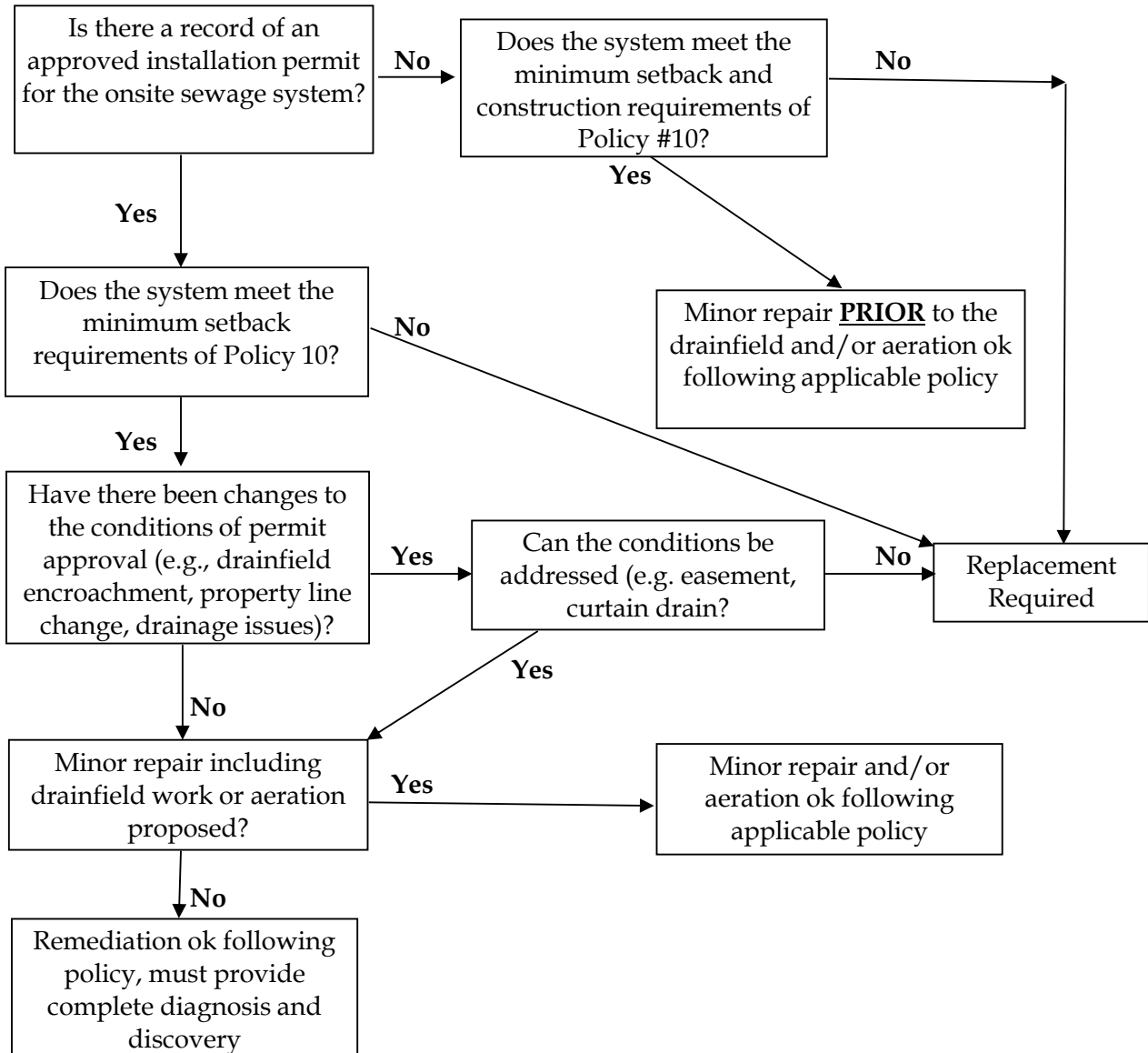
Section 2: Repairs of Septic and Pump Tanks with Cracks below the Waterline.

See remediation, policy #25, about proposals to repair cracked concrete tanks. Tanks that must be replaced and cannot be repaired include:

- a. Metal, wooden, cast in place, or block tanks.
- b. Poly tanks that have been damaged or punctured.

Figure 1.

**Guidelines for Determination of Minor Repair/Remediation/Replacement -
Correction for a Deficient or Failing Onsite Sewage System**



**TABLE 1
MINOR OSS REPAIRS THAT DO NOT REQUIRE SEWAGE INSTALLATION PERMITS**

Minor Repair Item ¹	Who may perform the work:			
	Resident Property Owner	Certified Installer	Certified M&M Specialist	Certified Septic Pumper
Replacing Pre-Drainfield Tightline	OK	OK	OK	OK ⁴
Replacing / Repairing Clean-out	OK ¹	OK ¹	OK ¹	OK ⁴
Replacing / Repairing Tank Baffles	OK	OK	OK	OK ⁴
Replacing / Repairing Tank Risers	OK	OK	OK	OK ⁴
Replacing / Repairing Tank Lids	OK	OK	OK	OK ⁴
Replacing / Repairing Access or Inspection Ports	OK ¹	OK ¹	OK ¹	No
Retro-fitting OSS for Maintenance Accessibility	OK	OK	OK	No
Replacing / Repairing Existing Curtain Drains	OK ¹	OK ¹	No	No
Replacing/Repairing D-Box	OK ¹	OK ¹	OK ¹	No
Replacing/Repairing Step-downs	OK ¹	OK ^{1,3}	OK	No
Replacing / Repairing Drainfield Distribution Pipe (15 feet maximum total length, <u>within</u> existing trench)	P ¹	OK ^{1,3}	No	No
Replacing / Repairing Pumps	OK ²	OK ²	OK ²	No
Replacing / Repairing Floats	OK ²	OK ²	OK ²	No
Replacing / Repairing Electrical Panels	OK ²	OK ²	OK ²	No
Replacing / Repairing Internal Components of Proprietary Devices (see remediation policy for plugged sand media)	P ¹	OK ²	OK ²	No

Notes:

P = Plan & Permit Approval by Health Officer Required

1. Existing components in same location only, accessibility must meet current code.
2. May require electrical certification and/or permit inspection by Washington Department of L&I.
3. For permitted systems only, see Figure 1 for guidelines.
4. Must have a Washington State general contractor's license.